



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Kinde Durkee, Treasurer
Committee to Re-Elect Loretta Sanchez
601 South Glenoaks Boulevard, #208
Burbank, CA 91502

OCT 30 2001

Identification Number: C00326264

Reference: Amended 12 Day Pre-Special Election Report (1/1/01-3/21/01),
received 9/18/01

Dear Ms. Durkee:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule B of your report discloses in-kind contributions to your committee. Please be advised that in addition to disclosing in-kind contributions as a Disbursement on Schedule B, the value of the in-kind contributions must be added to the contribution total in order to avoid deflating the cash-on-hand amount. 11 CFR §104.13(a)(2) Please amend your report by itemizing the in-kind contributions on Schedule A.

-Your report indicates the use of calendar year-to-date figures when aggregating and reporting receipts and disbursements. Please be reminded that candidate committees are required to aggregate and report their receipts and disbursements on an election-cycle basis rather than on a calendar-year basis. Beginning with your next report, please ensure that election cycle-to-date figures are used when reporting aggregate amounts. (2 U.S.C. §434(b))

Your report fails to provide election designations in the appropriate check off boxes for contributions disclosed on Schedules A for Lines 11(a) and 11(c). Authorized committees must indicate the election for which the receipt was given. Please amend your report to provide election designations. (11 CFR §§110.1(b)(2) and 110.2(b)(2))